

SUPPLEMENTAL SECTION EMPLOYMENT PHYSICAL EXAMINATIONS

1. PURPOSE

APHIS does not require employment physical examinations for positions which do not have physical/medical selection criteria. Applicants/employees will self-certify their physical condition through the Standard Form 177, Statement of Physical Ability for Light Duty Work (Exhibit 7.1). Hiring or selecting officials may also waive employment physical or medical examinations for positions with established selection criteria on a case-by-case basis. Waivers will be approved by the servicing personnel office (in consultation with the Department's physician when needed).

2. AUTHORITY

Title 5, Code of Federal Regulations, Part 339, Medical Qualification Determinations.

3. BACKGROUND

The Office of Personnel Management requires that the hiring agency pay for all examinations ordered or offered. This includes employment physical exams. Consequently, APHIS will no longer require employment physicals for positions without physical or medical selection criteria.

4. PROCEDURES

- A. Applicants or employees for entry into Federal service or transfer into an unrelated job series will self-certify their fitness for light duty with the SF-177. This is sufficient for most positions within the Agency. The SF-177 will be provided by the supervisor on the first day of duty.
- B. Currently, few APHIS positions have established physical performance or medical selection criteria. Physical requirements that exceed those of light or moderate duties (e.g., restraining cattle) and demanding environmental conditions (e.g., wears self-contained breathing apparatus during fumigations) must be described in the specific job announcement. The physical requirements and work environment are stated in job descriptions written under the Factor Evaluations System, Factor 8 and 9. The same requirements apply for field positions written in the supervisory or narrative formats. This also sets limits of accommodations for a position.
- C. If supported by established physical performance or medical selection criteria, the hiring official may require an appropriate physical examination as a prerequisite to employment or placement. The hiring officials' program will cover all costs of a required physical examination.
- D. The duty location may enable the applicant or employee to adequately perform the duties without meeting all physical requirements stated in the job description. However, hiring officials and supervisors are reminded that: 1) employees may be required to perform the full range of duties during emergency activities or after reassignment, and 2) continued employment is subject to satisfactory completion of a probationary period in which employees should be exposed to the full range of duties.